

# Institute of Renewable Energy Technology & Management Pt. Ravishankar Shukla University, Raipur

## REGULATIONS FOR STUDENTS GRIEVANCE REDRESSAL

### 1. SHORT TITLE, APPLICATION, AND COMMENCEMENT:

(a) These regulations shall be called as the Institute of Renewable Energy Technology & Management, Pt. Ravishankar Shukla University, Raipur (Redressal of Grievances of Students) Regulations, 2024.

(b) They shall come into force from 30.09.2024.

### 2. OBJECTIVE

To provide opportunities for redressal of certain grievances of students already enrolled in Institute of Renewable Energy Technology & Management, Pt. Ravishankar Shukla University, Raipur.

### 3. DEFINITION:

(1) In these regulations, unless the context otherwise requires-

(a) "Regulation" means the Institute of Renewable Energy Technology & Management, Pt. Ravishankar Shukla University, Raipur (Redressal of Grievances of Students) Regulations, 2024.

(b) "aggrieved student" means a student, who has any complaint in the matters relating to or connected with the grievances defined under these regulations.

(c) "declared admission policy" means such policy, including the process there under, for admission to a course or program of study as may be offered by the institute by publication in the prospectus of the institute.

(d) "grievance" means, and includes, complaint(s) made by an aggrieved student in respect of the following, namely:

i. admission contrary to merit determined in accordance with the declared admission policy of the institute;

ii. irregularity in the process under the declared admission policy of the institute;

iii. refusal to admit in accordance with the declared admission policy of the institute;

iv. non-publication of a prospectus by the institute, in accordance with the provisions of these regulations;

*W. K. Shukla*  
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v. withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in the institute, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;

vi. demand of money in excess of that specified to be charged in the declared admission policy of the institute;

viii. failure by the institute to provide student amenities as set out in the prospectus, or is required to be extended by the institute under any provisions of law for the time being in force;

ix. non-transparent or unfair practices adopted by the institute for the evaluation of students;

xi. complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minorities or persons with disabilities categories;

(i) "Prospectus" means and includes any publication, whether in print or otherwise, issued for providing fair and transparent information, relating to the institute, to the general public (including to those seeking admission in the institute) by such institute or any authority or person authorized by the institute to do so;

(e) "Students Counseling Grievance Redressal Committee (SCGRC)" means a committee constituted under these regulations, at institute level;

#### 4. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS:

(1) Institute, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such institute and the general public, namely:

(a) The list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the institute, as the case may be, for every course or program of study,

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including teaching hours, practical sessions and other assignments;

(b) The number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;

(c) The conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the institute;

(d) The process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;

(e) Details of the teaching faculty, including their educational qualifications, along with their type of appointment (Regular/visiting/guest) and teaching experience of every member thereof,

(f) information with regard to physical and academic infrastructure and other facilities is to be imparted to the students and in particular the amenities accessible by students on being admitted to the institute;

Provided that an institute shall publish/upload information referred to in clauses (a) to (f) of this regulation, on its website or notice board, and the attention of prospective students and the general public shall be drawn to such publication being on the website .

## 5. STUDENT COUNSELING GRIEVANCE REDRESSAL COMMITTEES (SCGRC):

(i) A complaint from an aggrieved student relating to the institute shall be addressed to the Chairperson, Students Counseling Grievance Redressal Committee (SCGRC).

(ii) Institute shall constitute such number of Students counseling Grievance Redressal Committees (SCGRC), as may be required to consider grievances of the students, with the following composition, namely:

a) Chairperson - Dr. Kavita Thakur , Coordinator, IRET M

Members -

b) Dr. Anjali Deshpande , Guest Lecturer

c) Dr. Kavita Das, Guest Lecturer

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- d) Ms Gunvati Sahu, Teaching Assistant, Guest
- e) Ms. Preeti Nema , Teaching Assistant, Guest
- D Mr. Madhu Allala, Teaching Assistant, Guest
- g) Mrs. Ritu Joshi, Staff

(iii) At least one member or the Chairperson shall be a woman and at least one member or the Chairperson shall be from SC/ST/OBC category.

(iv) The term of the chairperson and members shall be for a period of 1 year.

(v) The quorum for the meeting including the Chairperson, shall be three.

(vi) In considering the grievances before it, the SCGRC shall follow principles of natural justice.

(vii) The SCGRC shall send its report with recommendations, if any, to the competent authority of the institute concerned and a copy there of to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.

*W. Thakur*  
09/11/2024  
**COORDINATOR**

Institute of Renewable Energy Technology & Management  
Pt. Ravishankar Shukla University, Raipur (C.G.) 492019